Message Text

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PAGE 01 ZAGREB 00749 231057Z ACTION EUR-12

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R 221626Z AUG 77 FM AMCONSUL ZAGREB TO SECSTATE WASHDC 4673 INFO AMEMBASSY BELGRADE

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FOR EUR/EE

E.O. 11652: N/A

TAGS: AFSP, ASIG, YO

SUBJECT: RECOMMENDATIONS OF FOREIGN SERVICE INSPECTORS

REF: INSPECTION MEMORANDA NO. 9.1 AND 9.1D DATED FEBRUARY 1977

THE FOLLOWING ARE THE CONSULATE GENERAL'S ACTIONS IN COMPLIANCE WITH THE RECOMMENDATIONS OF THE FOREIGN SERVICE INSPECTORS:

- 9.1-1 MONEY SAFE WAS REQUISITIONED BY AMERICAN EMBASSY BELGRADE FOR THE CONSULATE GENERAL ON MAY 24, 1977.
- 9.1-2 COMBINATION ON PRESENT MONEY SAFE WAS LAST CHANGED ON JULY 29, 1977.
- 9.1-3 STOCK RECORD CARDS WERE PREPARED AND COMPLETED BY MAY 2 ON ALL INVENTORIED NON-EXPENDABLE FURNITURE AND EQUIPMENT.
- 9.1-5 EXTENSIVE EFFORTS INCLUDING ADVERTISING HAVE BEEN CARRIED OUT TO OBTAIN NEW HOUSING FOR THREE OF THE POST'S PERSONNEL. UNFORTUNATELY, WE HAVE NOT YET SUCCEEDED IN FINDING BETTER HOUSING.

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9.1D-1 A STANDARDIZED ACCOUNTING SYSTEM HAS BEEN ESTABLISHED AND THE SCHOOL IS SEEKING TO HAVE A TRAINED ADMINISTRATIVE ASSISTANT ON A PART-TIME BASIS WHO WILL MAINTAIN THE SCHOOL'S ACCOUNTS. RECORDS AND FINANCIAL STATEMENTS ARE CURRENT THROUGH THE END OF THE 1975-76 SCHOOL YEAR.

9.1D-2 THE CONSULATE GENERAL IS MONITORING SUBMISSION OF REPORTS

TO THE DEPARTMENT (A/OS) TO ASSURE COMPLIANCE WITH DEADLINES. ALL REPORTS ARE NOW CURRENT.

- 9.1D-3 AN AUDIT FOR THE 1975-76 SCHOOL YEAR WAS COMPLETED IN MAY. A RECOMMENDATION HAS BEEN MADE TO THE SCHOOL BOARD TO ESTABLISH A PERMANENT AUDIT SUBCOMMITTEE WHEN THE BOARD IS RECONSTITUTED IN SEPTEMBER TO ASSURE THAT INDEPENDENT AUDITS ARE CARRIED OUT ON AN ANNUAL BASIS IN THE FUTURE.
- 9.1D-4 GRANT FUNDS ARE NOW PAID TO THE AMERICAN SCHOOL OF ZAGREB ON THE BASIS OF REIMBURSEMENT AGAINST RECEIPTS. KAISER

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